

Agenda

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Shareholder Meeting

Date: **Wednesday 20 December 2017**

Time: **3.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact the Committee Services Officer:

Catherine Phythian, Committee and Member Services Officer

Telephone: 01865 252402

Email: democraticservices@oxford.gov.uk

Shareholder Meeting

Membership

Councillor Bob Price

Councillor Tom Hayes

Councillor Mike Rowley

Councillor Linda Smith

Councillor Marie Tidball

Councillor Susan Brown

Councillor Alex Hollingsworth

Councillor Dee Sinclair

Councillor John Tanner

Councillor Ed Turner

The quorum for this meeting is three members.

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

	Pages
Items to be considered in public	
1 Apologies for absence	
2 Declarations of Interest	
3 Minutes of the previous meeting	9 - 14
Recommendation(s): That the Housing Group Shareholder resolves to approve the minutes of the previous meeting held on 28 March 2017.	
4 Appointment of a Director to the Housing Group	15 - 16
The Company Secretary will present this item.	
Recommendation(s): That the Housing Group Shareholder resolves to: <ol style="list-style-type: none">Note the resignation of Fiona Piercy as a Director of each of Oxford City Housing Limited, Oxford City Housing (Development) Limited and Oxford City Housing (Investment) Limited with effect from 31 January 2018;Appoint Jane Winfield as a Director of Oxford City Housing Limited, Oxford City Housing (Development) Limited and Oxford City Housing (Investment) Limited with effect from 1 February 2018.	
5 Appointment of Auditors for the Housing Group	17 - 18
The Oxford City Council's S151 Officer (Head of Financial Services) will present this item.	
Recommendation(s): That the Company's Shareholder resolves to: Delegate the award of the contract for the provision of external audit services for the Housing Group to Oxford City Council's S151 Officer (Head of Financial Services).	

6	Proposed amendment to Shareholder's Agreement re inter-company loans	19 - 22
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The Company Secretary will present this item.

Recommendation(s):

That the Housing Group Shareholder resolves to:

Amend the Shareholder's Agreement for the Housing Group in the manner specified in the report to facilitate inter-company loan transfers.

7	Project Delivery Programme	23 - 30
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The Chair of the Board of Directors will present this item.

Recommendation(s):

That the Housing Group Shareholder resolves to:

1. Notes the report and progress being made.

8	Lucy Faithfull House	31 - 32
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The Chair of the Board of Directors will present this item.

Recommendation(s):

That the Housing Group Shareholder resolves to:

1. Agree to the acquisition of the Lucy Faithfull House site from Oxford City Council and its inclusion in the Company's Business Plan; and
2. Support the provision of a loan facility of up to £13 million to facilitate the development of the site.

Items to be considered in private - matters exempt from publication

If the Shareholder wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Shareholder to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve

the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Shareholder may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Matters Exempt from Publication

9 Confidential Appendix - Lucy Faithfull House Feasibility 33 - 36

The Chair of the Board of Directors will present this confidential item.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

